SESC Board Meeting

September 12, 2024
SESC Office, Price, Utah

Present:

Roberta Hardy	Christine Fitzgerald via IVC
Mika Salas	Johnna Boyack
Jim Shank	Jeremiah Moore
Carrie Ann Smith	Dina Wise
John Hughes	Nathan Wilson
Michael McFalls via IVC	JoLynn Torgerson via IVC
	Anna Hart via IVC

Welcome from Roberta Hardy.

Consent Items:

- Minutes: After a brief review of the minutes Jim Shank motioned to approve. Mika Salas seconded the motion. All in favor, motion carried.
- Warrants: Mika Salas motioned to approve the minutes from 6/6/24, 6/13/24, 6/20/24, 6/27/24, 7/8/24, 7/11/24, 8/1/24, 8/6/24, 8/15/24, 8/22/24, 8/29/24, 9/6/24. Christine Fitzgerald seconded the motion. All in favor, motion carried.

Welcome from John Hughes.

Staff Reports - the staff at SESC was asked to give a short presentation regarding their recent work activities.

Previous Commitments to Action: John took this opportunity to review his 90-day plan and the current status of all activities.

Discussion Items:

- Report on Services Rendered - John broke down the information regarding services rendered by the SESC employees.
- RESA Performance Measures - New Indicators were requested by the legislature, agreed upon by all RESA Directors, working with Sarah Young to word smith and ensure in the correct format. The goal is that member LEA contributions will match the state legislative allocation as a percentage of total RESA revenue. Any consortium purchasing would apply to the member LEA contributions. Roberta suggested that the region tracks the amount that is paid to any employees, such as MHG, who are being supplemented by funds from SESC. Christine suggested that the student count be added to the qualifiers.
    - Professional Learning Services: (the number of hours provided, direct facilitation with content). - The goal is to provide 4000 hours of professional development.
    - APPEL Candidates Reaching Program Completion - The goal is that 70% of the candidates who begin the APPEL program will receive their professional educator license by the end of the 3rd year.
    - Data & Cyber Security: CIS Controls - The goal is that 80% of LEAs will adopt CIS controls and will set goals to implement. Christine has asked about the

possibility of having some rotations of the meetings. John says that the answer is yes.

- Dina Wise - role focus change next year: Ongoing SESC will receive $75,000 from USBE each year which will go towards Dina's salary. Moving into the next year there will be no additional funding for the ELC coaches. There is enough funding to pay both of the ELC positions for FY '25. John has already discussed the lack of future funding with Anna. John is requesting the possibility of retaining Dina Wise for the SESC region. USBE is going to give SESC $60,000 for Dina to attend the LETRS facilitator trainings in Texas. This will enable Dina to provide LETRS training to teachers throughout the region. She can also make sure region wide that any refresher training is covered. She will be able to assist with reading and math training support, attend Literacy & Math Director meetings each month and send out summaries, data meeting support, ALC support and training as well as any other requested trainings. The request is for LEAs/Charters to cost-share the balance of her salary at a combined cost of just over $50,000. Preliminary costs for FY '26 would be approximately $10,000 from each LEA and $5,000 from each charter. Mika would like to pay for trainings for any teachers who require LETRS. Carbon would not commit to the financial obligation except for the trainings. San Juan is paying for LETRS through the Professional Learning Grant and Christine is wondering if they can be billed by SESC in order to access these funds. If Dina could do the ALO training like USBE this would be a great option. Add this topic to the January agenda as a Business/Action item.

Business/Action Items:

- Policy 210 - this is the Per Diem, Mileage Reimbursement Policy. The current figures are way too low. John reviewed the changes/updates to the policy with the board. Mika had suggestions: change 'Google Drive' to 'Approved Forms', use the 'current state or federal rates', with pre approval of travel they are given the per diem up front. It is impossible to get any funds returned if they overspend. Mika Salas moved to approve, with the changes, to Policy 210 for a 2nd and final reading. Carrie Ann Smith seconded the motion. All in favor, motion carried.
- Request Approval of Expenditures over $5,000 per policy:
    - Door Key Card Security System - John shared the bids for the security system for the front, back and server room doors and has asked for approval on the bid from Superior Security. Jim Shank motioned to approve as presented with Superior Security. Mika Salas seconded the motion. All in favor, motion carried.

Information Items:

- Logo Redesign: John is working with Nathan to create a new logo for SESC. Nathan is currently working diligently on his Makers Space/STEM grant, but he will be back on track very soon.
- Updates to Building/SESC Services: Plans are moving forward to update several areas of SESC.
    - Lighting - Bids have been requested to update the lighting in the offices, kitchen and west classroom.
    - Breakroom - Bids have been requested to update the break room with new lighting, cabinetry and flooring.
- Website Redesign: SESC is working with Apptegy to design a new website for the center. The hope is that the new site will be live by the end of October.

- APPEL Program Updates: John has revamped the PLP's for the candidates. He has met with nearly every APPEL candidate and their teams and will repeat this in the spring to ensure that progress is being made. John is encouraging all the candidates to receive their Associate Educator License.
- SESC Sponsored/Co-Sponsored Events:
    - Ai Summit - SESC will be partnering with USBE to host a AiSummit for all interested region employees on Tuesday, September 14, 2024 in Moab.
    - LETRS Training, units 5-8 - SESC is working with CUES to present the second volume of LETRS Trainings in Moab. Trainings will be: September 26, 2024, November 6, 2024, January 30, 2025 and March 27, 2025.
- 2024-2025 Secretary Conferences: SESC will partner with the USBE Data Privacy team to present two region conferences. The San Juan SD training will be held on October 14, 2024 and the Emery training will be held on October 15, 2024. The trainings will include sessions on self car, Ai Tools training and Adobe as well as information from the Data Privacy team. SESC is hoping to work with Carbon and Grand in FY '26 and then rotate every other year.
- Grand PD Day: SESC has arranged to have the USBE Data Privacy Team on site for in person sessions.
- IT Directors Meeting: The first of the CIS Controls trainings has been scheduled for November 14, 2024. Binders have been developed for each of the tech directors. The trainings will be held 2-3 times per year in person on a rotation, with virtual the other months.
- ESL Endorsement: SESC will be the new hosting RESA for one of the state ESL Endorsement offerings. The money that the teachers pay into the program is used to pay the instructors.
- Advisory Committee Appointment: John Hughes will be working with key legislators and directors from URECA on legislation around SEEd lessons tied to helping students understand where their energy comes from. SESC will also hold teacher trainings in the region on new lessons if they are approved and funded by the state legislature.
- SESC 120-Day Plan: September - December 2024: John Hughes gave the board a brief overview of his plan for the next 120 days. His goal is to lay out his next 120-day plan at each meeting.

Consortium Pricing: All information included on the September 12, 2024 agenda.

SESC Board Meeting Calendar Discussion:

- November Meeting Date: The board determined that November 21, 2024 will be the date for the next SESC Board Meeting. The meeting will begin at 10:00 a.m. Possible topics would be: Legislative agenda items. The legislative meeting will be held December 2, 2024 at SESC beginning at 12:00 p.m.
- January 9, 2025 is the same day as the monthly USBA/USSA Meeting. Options include having an afternoon meeting at SESC so that Roberta, Carrie Ann and the USU-E representative will be available to participate. Establish an alternate date for when we can hold the board meeting. The board would like to add this topic to the November meeting agenda for discussion.

Adjournment: Motion to adjourn was made at 12:55 p.m. by Carrie Ann Smith. Jim Shank seconded the motion. All in favor, motion carried.